

**City of San José**  
**CLASS SPECIFICATION**

**Therapeutic Specialist (7112)**  
**Therapeutic Specialist (7113)**

<b>DEPARTMENT</b>	<b>ACCOUNTABLE TO</b>	<b>FLSA STATUS</b>
Parks, Recreation and Neighborhood Services	Sr. Therapeutic Treatment Specialist Therapeutic Supervisor Recreation Supervisor	Non -Exempt

### **CLASS SUMMARY**

Under general supervision, incumbents in this classification perform work of moderate difficulty developing and implementing a variety of specialized therapeutic recreation programs and human services for persons with physical and mental disabilities. Performs related work as required.

### **DISTINGUISHING CHARACTERISTICS**

An employee in this class performs specialized assignments in developing and conducting a variety of therapeutic recreation programs and activities targeted toward persons with physical and mental disabilities. This class differs from Therapeutic Supervisor and Senior Therapeutic Treatment Specialist in that Therapeutic Supervisors are responsible for developing and supervising major City-wide therapeutic programs related to disabled persons; and Senior Therapeutic Treatment Specialists are responsible for developing and approving individual and group treatment plans for persons with serious mental disabilities. This class differs from Senior Recreation Leader in that incumbents of that class are involved in direct line provisions of general recreation activities.

### **QUALIFICATIONS**

(These qualifications are typically required. An equivalent combination of education, experience, knowledge, skills and abilities sufficient to satisfactorily perform the duties of the job may be substituted.)

#### **Minimum Qualifications**

##### **Education**

Bachelor's Degree from an accredited college or university in Recreation and Leisure Services, Therapeutic Recreation, or closely related field.

##### **Experience**

One (1) year of full-time recreation leadership, programming experience, or swimming pool management experience, including six (6) months specialized experience in therapeutic recreation programs serving disabled individuals.

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**Acceptable Substitutions**

Additional years of increasingly responsible recreation leadership, programming experience or swimming pool management experience may be substituted for the education requirement on a year-for-year basis for up to two (2) years. There will be no substitute for the required one (1) year of full-time recreation leadership, programming experience or swimming pool management experience, including six (6) months of specialized experience.

**Minimum Knowledge, Skills and Abilities**

- Knowledge of various recreation activities such as sports, games, arts, crafts, dramatics and music as they pertain to disabled persons.
- Knowledge and understanding of disabling conditions and their service and safety needs.
- Knowledge of various service providers in the community.
- Knowledge of principles and practices of supervision.
- Ability to relate effectively with disabled persons, fellow employees and the public.
- Ability to coordinate and conduct a variety of special therapeutic recreation activities.
- Ability to express oneself clearly and concisely, both orally and in writing.

**Competency Knowledge, Skills and Abilities**

- Knowledge of record keeping and basic budgeting principles.
- Ability to train employees and volunteers in the various technical aspects of working with disabled persons.
- Provide special programs for special groups such as mentally, physically and neurologically disabled adults and youths.
- Positions with responsibility for the operation of a year-round adapted aquatics program also require the following:
  - Knowledge of swimming techniques, lifeguarding, pool hazards, and safety precautions,
  - Principles and practices of public recreation as they relate to swimming pool operation.
  - Ability to plan, organize and direct a recreational aquatics program for disabled persons of all ages and train and supervise personnel engaged in adapted aquatics programming.

**Licenses/Certificates**

- Valid State of California Class C driver's license (Class B license may be required for some positions);
- First Aid and Basic Life Support Certificate as required by the State Department of Health may be required;
- American Red Cross Water Safety Instructor's Certificate may be required.
- American Red Cross Lifeguarding Certificate may be required.

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- Registration for one or more of the following may be required:
  - Art Therapist, State of CA;
  - Music Therapist, State of CA;
  - Therapeutic Recreation Specialist, NCTRC;
  - Mental Health Rehabilitation Specialist, State of CA

<b>DUTY NO.</b>	<b>TYPICAL CLASS ESSENTIAL DUTIES:</b> (These duties and estimated frequency are a representative sample; position assignments may vary depending on the business needs of the department.) Duties may include, but are not limited the following:	<b>FREQUENCY</b>
1.	Plans and conducts specialized programs, leisure activities and special events for mentally, physically and neurologically disabled individuals of all ages including components of the Special Olympics program.	Daily
2.	Plans and conducts community integration experiences, cultural and community outings and wilderness experiences for disabled individuals.	As Required
3.	Plans and directs swimming, swim instructions and water safety programs and special events for disabled persons of all ages and provides specialized training for aquatics staff and volunteers in emergency procedures, disabilities and various types of therapy	Frequently
4.	Plans, organizes, and directs aquatics activities in conjunction with other agencies and organizations.	As required
5.	Plans and conducts events to promote disability awareness, public awareness of City Therapeutic services, and related events.	Occasional
6.	Interacts with other community groups on leisure requirements and provide feedback on programs availability, including publicity.	As Required
7.	Participates in budget preparation and monitoring of in assigned program areas such as Teen Clubs, Young Adult Programs and special events.	As required
8.	Leads and trains recreation staff , new recruits and volunteers for therapeutic programs.	Daily
9.	Schedules facility and supervises community use, rental and activities conducted in designated areas.	Occasional
11.	Participates in psychotherapy and case management programs with psychiatric staff treatment teams.	Frequently

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\*Frequency defined as %, (totaling 100%) or "Continuous" (daily or approximately 20%+), "Frequent"(weekly or approximately 15%+), "Occasional"(monthly or approximately 10%+), "As Required"(Intermittent or 5% or less)

CLASSIFICATION HISTORY (4/85), (Rev. 4/92), (Rev. 5/93), (Rev. 5/98), (Rev. 5/07);s003
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